



# JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: [jeffersoncountywi.gov](http://jeffersoncountywi.gov)

**\*\*REVISED 11-16-2018**

**"Jefferson County: Responsible government  
advancing quality of life"**

**BEN WEHMEIER**  
County Administrator

**TAMMIE JAEGER**  
Administrative Secretary

## MEMORANDUM

**TO:** Editors

**FROM:** Ben Wehmeier, County Administrator

**DATE:** January 11, 2018

**SUBJECT:** JEFFERSON COUNTY Meetings – Week of January 15, 2018

<b>Monday</b> <b>January 15, 2018</b>	WI Counties Highway Association (WCHA) Winter Highway Conference	9:00 a.m.	Chula Vista Resort Hwy 13 North, WI Dells
<b>Tuesday</b> <b>January 16, 2018</b>	Human Resources Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
	WI Counties Highway Association (WCHA) Winter Highway Conference	9:00 a.m.	Chula Vista Resort Hwy 13 North, WI Dells
	Bridges Federated Library System Board	6:00 p.m.	Bridges Library System Office 741 N. Grand Ave, #210, Waukesha
<b>Wednesday</b> <b>January 17, 2018</b>	WI Counties Highway Association (WCHA) Winter Highway Conference	9:00 a.m.	Chula Vista Resort Hwy 13 North, WI Dells
<b>Thursday</b> <b>January 18, 2018</b>	Jefferson County Community Resource Forum	8:00 a.m.	Holiday Inn Express & Suites 1680 Madison Ave, Fort Atkinson
	<b>**Finance Committee (Agenda Revised)</b>	<b>8:30 a.m.</b>	<b>Jefferson County Courthouse</b> <b>311 S. Center Ave, Rm 112, Jefferson</b>
	<b>*HOME Consortium Board (Agenda Added)</b>	<b>9:00 a.m.</b>	<b>Waukesha County Administration Building</b> <b>515 W. Moreland Blvd, Rm 355/59,</b> <b>Waukesha</b>
	Planning and Zoning Committee – Public Hearing	7:00 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson
<b>Friday</b> <b>January 19, 2018</b>	No Scheduled County Meetings		
<b>Saturday</b> <b>January 20, 2018</b>	Lake Ripley Management District	9:00 a.m.	Oakland Town Hall N4450 CTH A, Cambridge
	Lower Spring Lake Protection Rehabilitation District	10:00 a.m.	Village Hall 100 Taft St, Palmyra
<b>Sunday</b> <b>January 21, 2018</b>	No Scheduled County Meetings		



## Agenda

# Jefferson County Highway Committee Notice

Wisconsin Counties Highway Association (WCHA)  
Winter Highway Conference  
January 15, 16, & 17, 2018  
Chula Vista Resort  
Hwy 13 North  
Wisconsin Dells, WI 53965  
9:00 A.M.

### Attendees:

**Committee Members:** Don Reese, Chairman; Ron Buchanan, Vice Chairman;  
Mike Kelly, Secretary; James Braugher; Blane Poulson  
**Highway Commissioner:** William T. Kern

### AGENDA TOPICS

#### *WCHA Winter Highway Conference:*

Members of the Highway Committee will attend the Wisconsin County Highway Association Winter Highway Conference, hosted by the WCHA Conference Coordinating Committee, at Chula Vista Resort, Wisconsin Dells, WI. No county business will be conducted.

**Agenda - Human Resources Committee  
Jefferson County Courthouse  
311 S Center Ave, Room 112  
Jefferson, WI 53549**

**Tuesday, January 16, 2018 @ 8:30 a.m.**

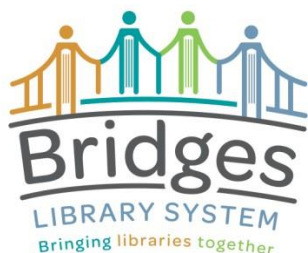
Committee Members: James Braughler, Chair; Greg David; Jim Mode, Vice Chair; Michael Wineke; Lloyd Zastrow, Secretary

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approval of December 6, 2017, Human Resources Committee Minutes
7. Communications
8. Retirements
9. Establish salaries for the 4-year term, from 2019 – 2022, for the positions of Clerk of Courts and Sheriff
10. Discussion and possible action to eliminate one vacant, full-time Construction and Maintenance Lead Worker position, to create one full-time, Building and Grounds Maintenance Worker II position, and to increase the hours of the part-time (9-month) Building and Grounds Maintenance Worker II position to a full-time Building and Grounds Maintenance Worker II position at the Parks Department
11. Update, discussion and possible action regarding the 2018 Classification and Compensation Study
12. Convene into closed session pursuant to Wisconsin State Statutes Section 19.85 (1)(b), for considering dismissal, demotion, licensing or discipline of a public employee.
13. Reconvene into open session for consideration and possible action regarding items discussed in closed session
14. Report from Human Resources Director:
  - a. December, 2017, monthly accomplishments and goals
  - b. Vacant position requests
  - c. Emergency Help requests
  - d. Leave of Absence requests
  - e. Additional Steps and/or Benefits and/or Interim Appointments provided to employees
  - f. Compensatory, Vacation and Holiday carryover and forfeiture amounts
15. Set next meeting date and agenda items
16. Adjournment

**Next scheduled meeting: Tuesday, February 20, 2018 at 8:30 a.m.**

*A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.*

*Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.*



741 N. Grand Ave., #210  
Waukesha, WI 53186

P 262.896.8080  
W [bridgeslibrarysystem.org](http://bridgeslibrarysystem.org)

## Regular Board Meeting

DATE: **Tuesday, January 16, 2018**  
TIME: **6:00 p.m.**  
PLACE: **Bridges Library System Office**  
**741 N. Grand Avenue, Suite 210**  
**Waukesha, WI 53186**

If you require a sign language interpreter, assistive listening devices, or other accommodations to participate in this meeting, please contact the Bridges Library System office (262-896-8080) at least 72 hours in advance.

### **AGENDA**

1. Call to Order
2. Comments from the Public
3. Correspondence
4. Welcome new trustees
5. Approve Minutes of December 2017 Meeting - Action
6. Approve Payment of Monthly Invoices - Action
7. Reports: APL, Resource Library, Staff, Director, Nominating Committee
8. Election of Officers – Action
9. Renewal of Reference USA Database – Action
10. Summer Library Program Performers' Contracts for 2018– Action
11. Brainstorm for 2018-2020 Strategic Plan - Discussion
12. Confirmation of Next Meeting: Tuesday, February 20, 2018 at Bridges Library System Office
13. Adjournment

**Serving the libraries of Waukesha and Jefferson Counties**

OUR MISSION: Improving member libraries through leadership, collaboration, & support

# COMMUNITY RESOURCE FORUM

JANUARY 11 | DODGE COUNTY  
JANUARY 18 | JEFFERSON COUNTY

## HOSTED BY:

Wisconsin Housing and  
Economic Development  
Authority

Glacial Heritage  
Development Partnership

You are invited to attend a free Community Resource Forum. This forum will provide important information about how the Wisconsin Housing and Economic Development Authority's (WHEDA) economic development financing may be integrated with additional state, local and private financing to help communities achieve their vision for housing and economic development.

Two sessions are available, one in Dodge County and one in Jefferson County. Choose the date and location that works best for you. The same information will be presented at both sessions.

### Who should attend this forum?

Anyone who is involved in the development and financing of housing, economic and community development projects.

### Agenda:

7:30-8:00 AM: Registration and continental breakfast

8:00 - 12:00 PM: Agency presentations

12:00 - 1:00 PM: Lunch and round table discussion

### Choose the date and location that works best for you:

*Thursday, January 11, 2018 (Register by January 5, 2018)*

Dodge County Administration Building

Auditorium, 1st floor, Rooms F, G, H, I

127 E. Oak Street

Juneau, WI 53039

[View Invitation](#)

*Thursday, January 18, 2018 (Register by January 12, 2018)*

Holiday Inn Express & Suites

Crescent Beauty Room

1680 Madison Avenue

Fort Atkinson, WI 53538

[View Invitation](#)

For more information, or to register, please contact Kim Plache at  
[kim.plache@wheda.com](mailto:kim.plache@wheda.com).

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

**Finance Committee Agenda \*REVISED 01-16-2018**

**Jefferson County**

Jefferson County Courthouse  
311 S. Center Avenue, Room 112  
Jefferson, WI 53549

Date: Thursday, January 18, 2017

Time: 8:30 a.m.

Committee members:	Jones, Richard (Chair)	Kutz, Russell (Secretary)
	Rinard, Amy	Jaeckel, George
	Hanneman, Jennifer (Vice Chair)	

Note-these are estimated times for agenda items

1. Call to order (8:30 a.m.)
2. Roll call (establish a quorum) (8:30 a.m.)
3. Certification of compliance with the Open Meetings Law (8:30 a.m.)
4. Approval of the agenda (8:30 a.m.)
5. Approval of Finance Committee minutes for December 12, 2017 (8:30 a.m.)
6. Communications (8:30 a.m.)
7. Public comment (Members of the public who wish to address the Committee must register their request at this time) (8:30 a.m.)
8. Discussion and possible action on determining disposition of foreclosed properties, setting minimum bids for the sale of foreclosed properties and considering offers to purchase on foreclosed properties (8:35 a.m.)
9. Convene in closed session pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion and possible action on setting minimum bids, selling and considering offers to purchase on tax foreclosed properties and other county owned properties. (8:35 a.m.)
10. Reconvene in open session (8:45 a.m.)
11. Discussion and possible action on the sale of Waterloo Satellite Shop (8:45 a.m.)
12. Discussion and possible action to recommend allocation of Section 179D tax credit to Maas Brothers Construction Company (8:50 a.m.)
13. Discussion on Purchasing Ordinance (9:00 a.m.)
14. \*Discussion and possible action on Budget Ordinance (9:30 a.m.)
15. Discussion and possible action regarding budget transfer from Sheriff's Department to Human Resources Department (9:40 a.m.)
16. Discussion and possible action regarding budget amendment for Health Department (9:40 a.m.)
17. Discussion and possible action regarding budget amendment for District Attorney's Office (9:45 a.m.)
- 18.
19. Review of the financial statements and department update for November 2017-Finance Department. (9:50 a.m.)
20. Review of the financial statements and department update for November 2017-Treasurer Department. (9:50 a.m.)
21. Review of the financial statements and department update for November 2017-Child Support Department. (9:50 a.m.)
22. Discussion on 2017 projections of budget vs. actual. (9:55 a.m.)
23. Update on contingency fund balance (10:00 a.m.)
24. Discussion of funding for projects related to the new Highway Facilities and sale of old Highway Facilities (10:05 a.m.)
25. Set future meeting schedule, next meeting date, and possible agenda items (10:05 a.m.)
26. Review of invoices (10:10 a.m.)
27. Adjourn (10:30 a.m.)

Next scheduled meetings:

Thursday February 8, 2018, Regular Meeting
Thursday March 8, 2018, Regular Meeting
Thursday April 12, 2018, Regular Meeting
Thursday May 10, 2018, Regular Meeting

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.



C/o Waukesha County CDBG Program  
Lead Agent  
515 W. Moreland Blvd.  
Waukesha, WI 53188  
1.262.896.3370 (direct)  
1.262.896.8510 (fax)

C/o Wisconsin Partnership for Housing Development, Inc.  
Program Administrator  
121 South Pinckney Street Suite 420  
Madison, WI 53703  
1888.318.4486 (toll-free)  
1.608.258.5560 (direct)  
1.608.258.5565 (Fax)

The HOME Consortium  
Board of Directors Meeting  
Thursday, January 18, 2018  
Waukesha County Administrative Building  
515 W. Moreland Blvd. Rm 355/59  
Waukesha, WI 53188  
@ 9:00 A.M.

**AGENDA**

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Minutes from the November 16, 2017 Board Meeting
4. Public/Staff Comment
5. WI Partnership Fund Balance Report
6. 2018 Budget for the Wisconsin Partnership for Housing Development
7. 2018 Housing Counselors
8. 2018 Housing Inspector
9. 2018 HOME Board Executive Committee
10. Adjournment

**All agenda items are potentially actionable**

In accordance with the Americans with Disabilities Act, persons requiring any means of handicap accessibility for this meeting must contact Kristin Silva at 896-3370 (FAX 896-8510) at least 48 hours prior to meeting.

**NOTICE OF PUBLIC HEARING**  
**JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**

*Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel*

**SUBJECT:** Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits

**DATE:** Thursday, January 18, 2018

**TIME:** 7:00 p.m. (*Courthouse doors will open at 6:30*)

**PLACE:** Room 205, Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI

1. **Call to Order**
2. **Roll Call**
3. **Certification of Compliance with Open Meetings Law**
4. **Approval of Agenda**
5. **Explanation of Public Hearing Process by Committee Chair**
6. **Public Hearing**

**NOTICE IS HEREBY GIVEN** that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, January 18, 2018, in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. A hearing will be given to anyone interested in the proposals. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** Matters to be heard are petitions to amend the official zoning map of Jefferson County and applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. Individual files, which include staff finding of fact, are available for viewing between the hours of 8 a.m. and 4:30 p.m., Monday through Friday, excepting holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

**FROM RESIDENTIAL R-2 TO A-2, AGRICULTURAL AND RURAL BUSINESS AND APPLICATION  
FOR CONDITIONAL USE PERMIT**

**R4031A-18 & CU1936-18 – Craig Smillie/Clint & Cheryl Cutsforth Property:** Rezone PIN 010-0615-3232-002 (6.262 Acres) in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance, with conditional use to allow storage and maintenance of concrete contractor's equipment and materials at **N2681 Wenham Road**, Town of Hebron.

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS AND  
APPLICATION FOR CONDITIONAL USE PERMIT**

**R4032A-18 & CU1937-18 – Kurt Pfluger/Loeb & Company LLP Property:** Rezone PIN 032-0815-2043-000 (31.63 Acres) in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance, with conditional use for a recreational facility/paintball and outdoor activities park on **High Road** in the Town of Watertown.

**FROM A-3, AGRICULTURAL/RURAL RESIDENTIAL TO A-2, AGRICULTURAL AND RURAL  
BUSINESS AND APPLICATION FOR CONDITIONAL USE PERMIT**

**R4036A-18 & CU1938-18 – Nick Draskovich/Larry & Lyn Tarnowski:** Rezone 1.573 acre of PIN 024-0516-1432-002 (3.6 Acres) with conditional use to allow storage of contractor's equipment and materials at **N1428 Zion Road** in the Town of Palmyra. This is being done in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.



## FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL

**R4014A-17 – David Hughes:** Rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance to create a 4.25-acre farm consolidation lot around the home at **W9122 London Rd**, Town of Lake Mills, on PIN 018-0713-3221-000 (40 Acres).

**R4033A-18 – Dempsey Farms Partnership/Treffinger Management LLC Property:** Rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance to create a 5-acre farm consolidation lot around the home and buildings at **W708 Hooper Road** from part of PIN 024-0516-0234-000 (37.697 Acres), Town of Palmyra.

**R4034A-18 – Thomas & Rochelle Anfang:** Rezone to create a 5-acre lot around the home and buildings at **N4589 Pioneer Drive** from part of PINs 026-0616-0541-001 (12.065 Acres), 026-0616-0541-002 (3 Acres) and 026-0616-0542-000 (35.185 Acres) in the Town of Sullivan. This is being done in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4035A-18 – Irma Radermacher/Claude & Irma Radermacher Properties:** Rezone all of PIN 028-0513-1624-001 (0.23 Acre) owned by Irma Radermacher and part of PIN 028-0513-1624-000 (37.268 Acre) owned by Claude and Irma Radermacher to create a one-acre lot around the home at **W8795 Loga Road** in the Town of Sumner. This is being done in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R3997A-17 – Daniel & Nancy Last/Daniel & Nancy Last and Wilbur Miller Property:** Rezone 0.8 acre of PIN 032-0815-1544-000 (55.29 Acres) to enlarge the existing A-3 lot, PIN 032-0815-1544-002 on **Witte Lane** and improve its road access. This is in the Town of Watertown, and is being done in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so that appropriate arrangements can be made.

A recording of the meeting will be available from the Zoning Department upon request. Further information about Zoning can be found at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)



**Lake Ripley Management District Meeting of the  
Board of Directors January 20, 2018  
9:00 A.M. at Oakland Town Hall**

- I. Call to Order and Roll Call
- II. Public Comment
- III. Approve Minutes of Last Meetings (December 16, 2017 & December 22, 2017)
- IV. Treasurer's Report
- V. Lake Manager's Report
- VI. Old Business
  - A. Discussion and possible action on DNR Lands for Sale within the Watershed
  - B. Discussion and possible action on Purchase of Town of Oakland Dump Truck
- VII. New Business
  - A. Discussion and possible action on February Meeting
  - B. Closed Session [as per Wis. Statute §19.85 (1)(c) to consider staff-related employment, promotion, compensation or performance evaluation data; as per Wis. Statute §19.85 (1)(g) conferring with legal counsel]
  - C. Return to Open Session
- VIII. Correspondence
- IX. Adjournment

Note: Public Comment will be taken at discretion of District Chair

***LOWER SPRING LAKE PROTECTION & REHABILITATION DISTRICT***

***Special/1<sup>st</sup> Quarterly Meeting***

***Village Hall  
100 Taft Street  
Palmyra, WI***

***January 20, 2018 10:00 A.M.***

*Members: Carol Dixon, President; Debby Bartolerio, Secretary; Vicki Bradford, Treasurer; Blane Poulson, County Board Rep; David Turner, Village of Palmyra Rep*

- Call to order (Carol)
- Reading of Minutes for August 26<sup>th</sup>, 2017 (Debby)
- Treasurer's Report (Vicki)
- August 2017 Aquatic Plant Sampling Results (Patricia)
- 2017-2021 Aquatic Plant Management Plan (Patricia)
- Weed Harvesting Report (Jim)
- Vote on Additional Harvester Repair Costs (Carol)
- Dam Repair Update (Dave)
- Drawdown's Effect on Fishing (Travis Motl)
- Open Forum
- Next Meeting Date
- Adjournment